

SECRET

DD/S RECEIVED  
FILE Personnel 17

DD/S ~~64~~-6075

2 DEC 1964

MEMORANDUM FOR: Director of Logistics

SUBJECT : Reduction in On-Duty Strength Levels

25X1 1. The requested extensions of retirement dates for those employees listed in paragraph 3 of your memorandum of 2 October 1964 have been approved by the Deputy Director for Support with the exception of the request submitted [ ] which has subsequently been withdrawn.

2. The schedule for reduction of military personnel as set forth in paragraph 2 of the same memorandum appears to be satisfactory at this time. Because of possible future changes in position authorizations, it may, of course, be necessary to revise this scheduling before July 1967.

[ ]  
Executive Officer to the  
Deputy Director for Support

SA-DD/S:RJP:nfa (1 Dec 64)

Distribution:

Orig - Adse

✓ 1 - DD/S Subject

1 - DD/S Chrono

SECRET

~~CONFIDENTIAL~~

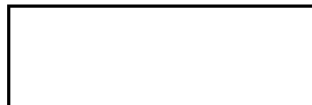
DD/S 64-6075

2 DEC 1964

MEMORANDUM FOR: Director of Security

SUBJECT : Reduction in On-Duty Strength Levels

The requested extensions of retirement dates for those employees listed in paragraphs 3 and 4 of your memorandum dated 1 October 1964 have been approved by the Deputy Director for Support.



Executive Officer to the  
Deputy Director for Support

25X1

SA-DD/S:RJP:nfa (1 Dec 64)

Distribution:

Orig - Adse

X - DD/S Subject

1 - DD/S Chrono

~~CONFIDENTIAL~~

Approved For Release 2002/08/15 : CIA-RDP84-00780R000600120006-9

TRANSMITTAL SLIP

1 December 1964

TO:

ROOM NO.

BUILDING

REMARKS:

Recommend two signatures.

  
RHW

FROM:

Approved For Release 2002/08/15 : CIA-RDP84-00780R000600120006-9

SECRET

1 2 OCT 1964

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Reduction in On-Duty Strength Levels

REFERENCE : DD/S Admin Notice No. 64-6, dtd 28 August 1964,  
same subject

1. This memorandum contains recommendations submitted for Deputy Director for Support approval. Such recommendations are contained in paragraph 6.

2. As of this date, there are ten military personnel assigned to the Office of Logistics. No positions are designated as military, as such, although those now occupied by military personnel have been staffed by military officers for several years. The number is greatly reduced since we have been following a program of reduction for several years. Our most recent objective in this area was to reduce to four by FY 1968. This target was intended to allow presently assigned personnel to complete tours and ensure their orderly replacement by trained careerists. However, we are expediting the reduction somewhat. One officer has been selected for return to his service in the Spring of 1965. One additional officer will be released as soon as his parent service can accommodate him without undue disruption to his career and personal situation. Of the remaining eight, four are required by reason of their military skills on a continuing basis:

a. One Naval Officer for procurement activities with the Navy.

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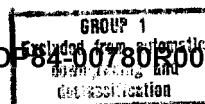
25X1

c. One Army Officer to serve as a Liaison Officer with the Department of Defense. He is assigned to our Planning Staff.

d. One Marine Officer to serve as a Liaison Officer with the Marine Corps and function as a Logistics Planner with our Planning Staff.

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SUBJECT: Reduction in On-Duty Strength Levels

The four remaining officers are due to complete tours in late 1965 and during 1966. One is an Architect-Engineer whose services are urgently required at this time. The remaining three are highly qualified Logistics Planners, currently assigned to our Planning Staff, whose services are urgently required pending their orderly replacement by civilians. Our history and projection of military strength is as follows:

<u>Date</u>	<u>Number Authorized</u>
30 June 1958	41
30 June 1959	26
30 June 1960	23
30 June 1961	18
30 June 1962	13
30 June 1963	12
30 June 1964	12
1 July 1964	10
1 July 1965	8
1 July 1966	8
1 July 1967	4

3. We have a number of people who have reached optional retirement ages and who desire extensions. In all but one case they are low-graded General Schedule or prevailing rate personnel. In most instances they are irreplaceable from within and replacements will be recruited externally at grades or rates near the level now paid these employees. We have estimated the impact of delayed retirements on our on-duty strength at the close of the year. We believe we can accommodate them since other losses will reduce our strength and just as importantly each person listed will of necessity be directly or indirectly replaced by external recruitment. There follows a list of people now on extensions and those desiring extensions for varying periods of time:

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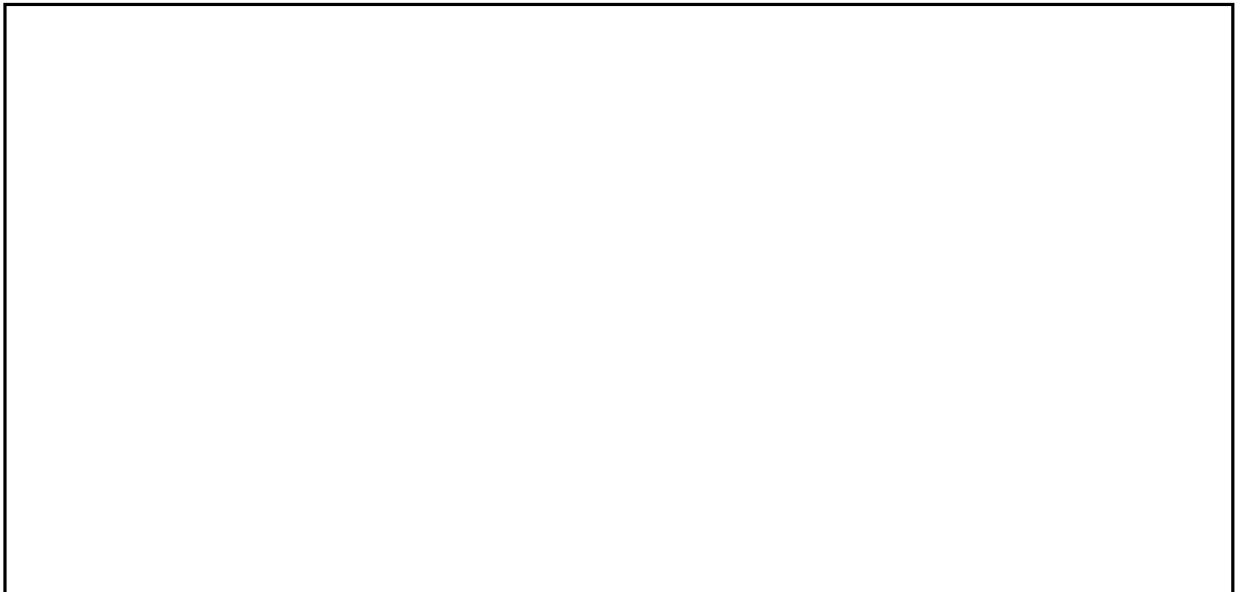
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SUBJECT: Reduction in On-Duty Strength Levels



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4. At this stage we are not in a position to recommend the separation of any personnel under the provisions of [redacted] This is not to say that no such cases are pending. We have several cases where people have been presented with a warning memorandum. In addition, we have withheld several within-grade increases pending improvement in performance, conduct or attendance. We wish to make note of the fact that it has not been necessary for us to avail ourselves of the provisions of [redacted] for several years. Uniformly, resignations have resulted when employees have been confronted with our intent to press for separation under [redacted] However, one case now pending may take a different course. This, and other cases which are in varying stages of development, will be reviewed with you at the time you select.

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5. We have on this date forwarded to the Director of Personnel a request to adjust the number of positions on our Staffing Complement to coincide with our ceiling [redacted] Since this has the result of placing in immediate effect the reduction scheduled for the end of the fiscal year, we anticipate there will be periods of time when we will substantially exceed authorized strength. We have taken this action with the expectation that we will be allowed sufficient flexibility to continue critical recruitment while in the process of our downward adjustment.

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SUBJECT: Reduction in On-Duty Strength Levels

6. It is recommended that you approve:

a. Our schedule for reduction of military personnel as set forth in paragraph 2, and

b. our proposal covering extension of personnel eligible for retirement as discussed in paragraph 3, subject to an annual review in those cases involving an extension in excess of one year.

[Redacted Signature]

ALAN M. WARFIELD  
Director of Logistics

The recommendations contained in paragraph 6 are approved.

Date

L. K. White  
Deputy Director  
for Support

Distribution:

- Original - D/L✓
- 2 - DD/S
- 1 - OL Official, w/ref.
- 1 - OL/P&TB
- 1 - D/L Chrono, w/held
- 1 - OL Suspense, w/held

OL/AS/P&TB/[Redacted] (1 Oct 64)

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Reduction in On-Duty Strength Levels

FROM:

EXTENSION

NO.

Director of Logistics

DATE

1 October 1964

STAT

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

1.

Deputy Director for Support

APPROVAL

2.

3.

Director of Logistics  
1C-47 Quarters Eye

4.

5.

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11.

12.

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14.

15.

OL 4-5914a

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24 May 61

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Request to Delay Retirement of Certain  
Office of Logistics Employees

1. This memorandum contains a recommendation submitted for Deputy Director (Support) approval. Such recommendation is contained in paragraph 7.

2. In the course of our counseling interviews with employees who will become eligible for retirement in the near future, several rather distinct patterns have evolved. The patterns which concern us most are those relating to individuals at the lower grades and journeymen.

3. Many of our employees at the lower grades, who are now eligible for retirement, will face severe financial hardship if forced to retire. Their reluctance to retire has resulted, in nearly every instance, in requests to remain beyond optional retirement dates. In addition to the common financial problem, we have noted that supervisors have uniformly supported continued employment on the ground that (a) replacements would be recruited at or near the same level, (b) no headroom would be created by the retirement, and (c) production of these employees is highly satisfactory. In fact, supervisors consider these experienced employees distinct assets to their organizations.

4. A second area of major concern relates to so-called "mechanics" or journeymen employed in the many trades found in the Office of Logistics. Almost without exception, these employees continue to learn and improve their skills as long as they work and their health remains unimpaired. In fact, a number of these employees possess invaluable skills which result from the many years engaged in the same activity. In preparing for replacements we find that extensive and accelerated training is involved. Since advancement of journeymen from production work to supervisory billets is relatively rare, and usually not expected by journeymen due to the limited number of such positions, the question of elderly persons retarding the progress of younger ones is not present to a significant degree.

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